

LUDGERSHALL TOWN COUNCIL



Minutes of the Full Town Council meeting held on 9th May 2022 at 7pm at the Memorial Hall, Ludgershall.

Present: Cllr O White, Cllr M Williams, Cllr J White, Cllr S McShane, Cllr L Wilkins, Cllr E Williams, Cllr L Coombes & Cllr D Lansley-Smith

Representatives: Wiltshire Councillor, Cllr AKJ Pickernell

Public: 15

AGENDA ITEM

001-22/23 1. Election of Chairman (to include resolution to continue as Mayor)– Cllr M Williams nominated Cllr O White, Cllr S McShane seconded, all in favour. Cllr O White is elected as Chairman of LTC and handed the Mayors Chain. Cllr O White thanked the committee for their trust and said that although LTC has encountered some tough times recently with the new Cllrs and their ideas LTC can move forward positively. He also thanked the Clerk for her hard work for the council and Ludgershall residents, during these uncertain times.

002-22/23 2. Election of Vice-Chairman – Cllr O White nominated Cllr M Williams, Cllr L Wilkins seconded, all in favour. Cllr M Williams is elected to Vice-Chairman and was handed the Deputy Mayors jewel.

003-22/23 3. Apologies for Absence – Cllr L Ramsay, the Cllrs **RESOLVED to accept these apologies and record under the LGA 1972 Section 99 and Sch 12 para 40.**

004-22/23 4. Declaration of Interests - (Members are bound by the provision of the Code of Conduct adopted by Ludgershall Town Council and are required to declare their interest in any matter in which they have a personal interest or a pecuniary interest). None declared.

005-22/23 5. Declaration of Acceptance forms/Register of Interest Forms – those that have not been signed by date of meeting FTC to agree date for completion – all forms are signed.

006-22/23 6. Formation of Committees/nominations to existing committees – The committee discussed and decided that for the time being with fewer Cllrs and very new ones that having 2 Full Council meetings a month to cover all aspects would be better and that Cllrs would be leads on specific items. Cllr L Wilkins – Allotments, Cllr J White - Recreation, Leisure and Environment, Cllr S McShane – Events, other items would be discussed within the 2 meetings generally. Staffing Committee however does require membership – Cllrs M Williams, S McShane & E Williams put themselves forward and the committee were all in favour.

007-22/23 7. Confirming the dates, time, and place for FTC for the next year– As above the committee agreed to 1 FTC meeting, they will be on the second Monday of the month starting at the Memorial Hall and moving to the new office when ready to use. A secondary meeting may be required.

008-22/23 8. Review of representation with external bodies and reporting of – Certain Cllrs will go to other meetings to represent LTC. Cllr O White will represent at the Scout Hall, the business park, and the Tidworth community area board, although anyone can attend. Cllrs S Mcshane and Cllr L Wilkins - Memorial Hall, Cllr M Williams - The chamber of commerce, Cllr L Ramsay - CATG Town Clerk requested two representatives, no one came forward. WALC executive committee representative to be chosen between the Chairman and the Vice Chairman & finally Health & Well being representative is Cllr D Lansley-Smith.

009-22/23 9. Resolution to adopt the Public Participation Policy agreed at Extraordinary Meeting 3rd May 2022 – all in favour, policy passed. **Action: TC**

010-22/23 10. General Public – Questions.

Concerns raised over Empress Way leading to new development and the safety of pedestrians. The council reminded the public that LTC are only consultees to developments, and everyone is welcome to raise their complaints against the development plans. LTC will look into ideas to help with the crossing. Concerns raised about a pothole on Church Lane, members of public have been advised to report the pothole to My Wiltshire using my Wiltshire app, as the area does not belong to LTC.

011-22/23 11. Update from outside representatives:

Police Report – TC read sections re Ludgershall - Recreation Ground, Dewey's Lane, Ludgershall – targeting continued anti-social behaviour, Mughal Tandoori, Andover Road, Ludgershall – Targeting anti-social behaviour. Pop-up event for Ludgershall Youth Group – this was a great success with 27 young people attending and 7 adults showing an interest in volunteering.

Wiltshire Council – Wiltshire Cllr C Williams fairly quiet, he read a statement from Cllr R Clewer the leader of the council re wanting to work together with all local councils within Wiltshire. Cllr AKJ Pickernell had nothing to add.

26 Engineer Regiment report – The regiment is deployed out on exercise - no report

012-22/23 12. Update from LTC's representatives –

Update from Memorial Hall – no rep to report

Update on CATG issues – no meetings to report on

013-22/23 13. Minutes of the previous meetings held 11/04/21 – Not completed

014-22/23 14. Committee Reports – No Updates

015-22/23 15. Ratified Committee Minutes for noting by FTC – Committee minutes noted - Allotment Cemetery and Carpark held on the 15th February 2022, Civic events committee held on 8th February 2022, Finance meeting held on 29th March 2022, Planning meeting held on the 28th March 2022, RLE meeting held on 28th March 2022. Noted.

016-22/23 16. Bills for Payment – Proposed by Cllr J White Seconded by Cllr S McShane

017-22/23 17. Resolution to adopt the Standing Orders, Financial Regs & Code of Conduct, reviewed by the Finance & Policy committee – these were in the agenda pack and are unchanged. Cllr M Williams proposed the resolution, Cllr J White seconded, all-in favour. Office to update and put on website. **Action: Office.**

018-22/23 18. Year End Accounts Report to 31/03/22 – these were included in the agenda pack that had been circulated and the Clerk explained that these are the unaudited financial statements for the previous year that need to be signed by the Clerk and Chairman. Cllr M Williams proposed that this document be signed, Cllr S McShane seconded, all Cllrs in favour. The Clerk & Chairman then signed the paperwork.

019-22/23 19. Resolution to adopt the latest Asset/Risk Register – this was included in the agenda pack and again needs to be signed by the Clerk and Chairman. Cllr S McShane proposed that this be signed, Cllr M Williams seconded, all in favour. The Clerk & Chairman then signed the paperwork.

020-22/23 20. Review and confirmation of Insurance cover & premium, in respect of all insurable risks – Cllr J White proposed renewal with the current insurers at £3191.75, Cllr M Williams seconded, and all Cllrs voted in favour - **Clerk to renew with BHIB.**

021-22/23 21. Jubilee Celebrations – LTC are continuing with Jubilee Celebrations and have decided to go forward with the opening celebrations and the lighting of the beacon. The street party will also go ahead with local businesses joining in with the celebrations and providing food and drink, the Town Clerk has arranged the street closure, and Castledown FM are providing the pa for the event with 2 bands. The open-air buffet is no longer feasible, the allocated funds will go towards the live music event on the Sunday. There are no plans for the Saturday over the Jubilee weekend. Sunday will be a party in the park held at the Ludgershall sports and social club, with live bands and free face painting for the children. Discussions around ways to involve the schools in crown making and incorporating a competition into the weekend events and requesting volunteers for setting up

and cleaning up. LTC confirmed this is a separate event from the Memorial Hall committee. The Council agreed to the changes. **Action Cllr S McShane/TC**

022-22/23 22. *Annual Town Meeting for the Electorate – date 27th June 6.30pm – Agreed*

023-22/23 23. Correspondence:

- a) **Parking, traffic congestion & lighting on Short Street** – LTC will write to consult with Wiltshire Cllr Williams regarding this situation to consider solutions.
- b) **Over hanging trees from the Rec to a garden in Rawlings Court** – The trees in question are owned by Ludgershall Town Council, the office will contact a tree surgeon to see what can be done regarding reshaping or removing the trees.

Under the Public Bodies (Admission to Meetings) Act 1960 the following agenda items will be closed to the public due to its confidential nature.

024-22/23 24. To agree admin assistants job description, pay and timeline for interviews – LTC agreed to hire two administrators for 20 hours per week Job Share.

025-22/23 25. *Agenda Points for next month – Allotments Committee, Parking at wood park and short street.*

There being no further business to discuss the meeting was closed at 9.00pm.

The next meeting will be Monday 13th June at 7pm in Ludgershall Memorial Hall

Signed.....

Date.....